



# Foreign Affairs Manual

## 4 FAH-3 – Financial Management Handbook

**Change Transmittal:** FMP-35

**Date:** July 5, 2006

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### 4 FAH-3 H-460 TRAVEL AND TRAVEL ADVANCES

### 4 FAH-3 H-530 PAY AND ALLOWANCES COMPUTATION

#### Changes

1. The references to 4 FAH-3 H-490 cited in subchapter 4 FAH-3 H-463.4-1c and 4 FAH-3 H-463.4-1d (page 5) and 4 FAH-3 H-536.6 (page 25) are corrected to read, **4 FAM 490**.
2. Revisions since the last update appear in *dark magenta italics* in the manual. Other than formal titles, the dark magenta italics will be removed the next time the material is updated. Only current changes will appear in dark magenta italics. Dark magenta italics provide a historical record of changes.
3. **Change Transmittal** has replaced the term Transmittal Letter. Change Transmittal was selected as being more appropriate in this age of electronic information transmission. The FAM volume's Change Transmittal acronym and numerical series remains in place.
4. Officers are reminded that Department-issued materials not codified in the *Foreign Affairs Manual* or its supplemental *Foreign Affairs Handbook* series generally have no regulatory validity (see FAM 1115.2).

#### Filing Instructions (Paper Copies)

1. Remove **4 FAH-3 H-460** (CT:FMP-33; 11-01-2005, 28 pages) and insert the revised 4 FAH-3 H-460 (CT:FMP-35, 07-05-2006, 28 pages).
2. Remove **4 FAH-3 H-530** (TL:FMP-18; 05-14-2003, 26 pages) and insert the revised 4 FAH-3 H-530 (CT:FMP-35, 07-05-2006, 28 pages).
3. After inserting the material in the binder, insert this change transmittal letter immediately following the CT Checklist, then fill in the entry line for CT:FMP-35 and initial.

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